Change in DAQ Shift Scheduling

- **Beginning in August, 2002**
  - 1 Week on, 2 Weeks off

    Revised

  - Rotate from day to eve to owl
    - The two weeks off gives time to adjust schedule & work on other responsibilities
    - Fair distribution of shifts (owls & weekends for example)
  - Repeat sequence for total of 42 Shifts
    - Plus three Buddy Shifts = 45 Total
    - Would take 16 weeks (less than four months)
  - Shifts should be given top priority during your on-weeks
  - Rework the schedule for August
    - Prior shifters (>N Shifts) can opt out
    - Will schedule with both formats until previous shifters have completed their tour of duty
    - Will encourage new shifters to adopt new format

Reason for Changing

- ## Continuity
  - ### Less likely to forget procedures
    - #### Minimizes operator errors
    - #### Shifters see all beam conditions
  - ### Training efforts are more efficient
    - #### Old shifters can train new shifters

- ## We are no longer commissioning
  - ### Operational mode requires standardization
    - #### This is your data too!
  - ### The higher shift load is only for 16 weeks
    - #### Instead of six months…
    - #### But during those 6 on-weeks, DAQ Shifts are your primary responsibility
      - ##### Not Meetings, presentations, data analysis

Reason for Changing

- ## Easier to schedule
  - Only need 9-12 people/month
  - 1 week = Unit of Shift

- ## Equality
  - Everyone takes the same number of day, evening and owl shifts & same number of weekday and weekend shifts

- ## Shorter duration
  - Greater intensity of shifts means students here for only 3-4 months can be a productive DAQ Shifter

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2	3	4	5	6	7
						14
						21
						28
29	30					

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